

## Agenda Item 4

**TO:** Overview and Scrutiny Committee

**FROM:** Head of Service Transformation – Tamsin Mirfin

**PRESENTING OFFICER(S):** Deputy Chief Executive Officer - Matthew Warren

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### FIRE AUTHORITY PROGRAMME MANAGEMENT – MONITORING REPORT

#### 1. Purpose

- 1.1 The purpose of this report is to provide the Overview and Scrutiny Committee with an update against the projects for 2023/24.

#### 2. Recommendation

- 2.1 The Committee is asked to note the Programme Status Report, as of September 2023, attached at Appendix 1.

#### 3. Risk Assessment

- 3.1 **Political/Economic/Legal** – successful achievement of agreed corporate priorities is at risk if the Authority does not have a robust and structured programme and project management governance framework to support the effective prioritising of investment decisions and the allocation, management and control of resources required to achieve them.

#### 4. Background

- 4.1 To support the Service in its strategic planning process, the IRMP action plan for the financial year 2023/24 has been drafted to mitigate the risks posed to the Service achieving its vision and the opportunities that could be pursued to ensure the vision is realised.
- 4.2 The planning process for this considers the Service's key stakeholders who have been identified as:
- Citizens of Cambridgeshire and Peterborough
  - All employees
  - Senior leadership team
  - Fire Authority
  - Regional fire and rescue services
  - Partners

- Home Office and other government stakeholders.
- 4.3 Each year the action plan for the forthcoming financial year is reviewed to take account of changing risks and opportunities posed to the Service and considers external factors.
- 4.4 Having identified the desired outcomes, potential projects and activities required to achieve these are evaluated and prioritised, taking into account any projects from the current financial year that will need to continue into the next to be completed.
- 4.5 This identifies the Type 3 and Type 2 projects that will be given priority in the Business Development Programme for the coming financial year. This will be kept under review and consideration will be given by the Programme Board to suspending existing projects and bringing forward the start of other projects, dependent on the prevailing business and strategic priorities. The primary focus of the Programme Board is to ensure resources across the Service are balanced appropriately.
- 5. Progress Report on Projects 2023/24**
- 5.1 The status of projects linked to delivery of corporate priorities is shown at Appendix 1.

## BIBLIOGRAPHY

Source Document	Location	Contact Officer
Programme Status Report	Fire Service HQ Hinchingsbrooke Cottage Huntingdon	Tamsin Mirfin Head of Service Transformation Tamsin.mirfin@cambsfire.gov.uk